

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

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OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	[Redacted]		
2		8/14	
3		8/14	
4	HOLD		
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<input checked="" type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks: You have been selected to attend this Seminar 8-11 Sept. at [Redacted] (per instructions of ADBI.)

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TO	NAME AND ADDRESS	DATE
1	[Redacted]	8/14/70

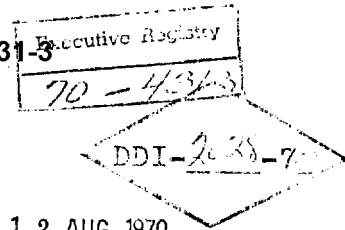
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Declass Review by NGA.

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MEMORANDUM FOR: Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science and Technology  
Deputy Director for Support  
Deputy to the DCI for National Intelligence  
Programs Evaluation  
General Counsel  
Legislative Counsel  
Inspector General  
Director of National Estimates

SUBJECT : The Government Executive and Management  
Science Seminar

1. Arrangements are under way to present a special seminar, The Government Executive and Management Science, for senior officers of the Agency. This seminar, which will be conducted by professional personnel of [redacted]

[redacted] is a specially adapted version of a program successfully presented for senior managers of a number of major organizations. In brief, its objective is to explore the application of modern quantitative techniques to some of the decision-making problems encountered in our work. The descriptive material which is attached provides additional information about the seminar and about [redacted]

2. I urge that each Deputy Director give his personal attention to the selection of officers from his Directorate to attend this seminar. Twenty-five participants can be accommodated, which suggests an allocation of five spaces to each Directorate and an equal number to the DCI area. The seminar should comprise as senior a group as possible such that its value to the participants may be enhanced and so that the usefulness of the subject matter to the Agency as a whole can be properly evaluated; the target group grade level is GS-15 and above.

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25X1 3. The Government Executive and Management Science will be held at [ ] during the period 8-11 September 1970. Administration of the seminar will be handled by the Office of Training, which is interested in evaluating this approach as a possible "follow-on" to the present Senior Management Seminar (Planning). The names of officers selected to participate should be submitted to the Director of Training in memorandum form no later than 19 August 1970.



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Executive Director-Comptroller

cc: D/OTR

Attachment  
As Stated

The Government Executive and Management Science

Seminar Description

Seminar Objectives

To familiarize senior managers with the concepts and practical applications of management science techniques.

To demonstrate how management science techniques can assist in making major managerial decisions.

To help the senior manager to identify problems to which management science techniques may be profitably applied.

To provide the opportunity to acquire limited experience in the use of management science techniques.

For Whom the Seminar is Intended

This seminar is designed for senior officers, GS-15 and above, particularly those whose responsibilities include decision-making concerning major managerial problems. It is intended for operating officials and their deputies, and for the managers of major units under their direction. It is also appropriate for senior officers in staff positions which involve substantial contributions to the decision-making process.

Seminar Content and Methods

The seminar will make extensive use of the case method of teaching. Readings and lectures will provide some of the substantive inputs, and practical application of techniques will be practiced in workshop sessions.

The use of decision trees for the analysis of problems involving uncertainty will be discussed, and practice given in applying this method.

The concepts of the payoff matrix, probabilities, and expected costs will be examined within the framework of an introduction to simulation and decision theory.

The technique of linear programming will be explained and applied within the context of resource allocation and of planning.

This seminar is an adaptation of The Executive and Management Science, a seminar presented over eighty times during the past six years to the management levels of many of the largest corporations throughout the world. Among these corporations are B. F. Goodrich, the Canadian Broadcasting Corporation, Ford Motor Company, IBM, Motorola, and Morgan Guaranty Trust Company. Included among the group of non-corporate organizations are the U. S. Army, the U. S. Air Force, and the Young Presidents Organization.

Seminar Leaders

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